



Meeting minutes were approved by TPEC on 7/26/16

Committee: Public Events and Celebrations
Date: Tuesday, July 12, 2016
Time: 7:00 PM
Location: Town Hall

Members & Staff present: Cheryl Gay (Chairperson), Moira Gray, Erin Kniff (Vice Chairperson), Julie Bonavita, David Gay and Elaine Krauss (Clerk)

Members not present:

Non Members present:

The meeting was called to order at 7:06 PM

I. 3rd Annual Fall Harvest Festival

- Date: Sunday, September 18, 2016
- Time: 12:00 PM – 5:00 PM
- Place: Livingston Street Athletic Fields

II. Updates on the following:

a) Flyer (Moira G.)

- needs contact name& phone #added
- Sending out to vendors on Thursday (7/14/16) morning

b) Advertisement

- Signs, newspaper(Cryer), Your Tewksbury Today, FB, Twitter
- Town center board (the week of)
- Lighted boards

c) Entertainment

- DJ Ram Jam (David Stagnone)
- Rock n Roll Remote Race Track (no out of pocket expense)
- Lou the Balloon Guy
- Rainforest Reptiles (Cheryl G. will contact for availability)
- Frisbee Dog (Cheryl G. will contact for availability)
-

d) Vendors

- Committee voted unanimously to increase the rates to \$70/vendor. Farmer's market will be \$35/vendor as previously negotiated by the town.
- Cheryl G. will update registration forms (forms & contact info)

e) Food Vendors

- Cider Donuts (Julie B. is actively searching for places that will sell or that we can buy to sell at the event)
- TJ Callahans will have TV's in their area for the Patriots game

f) Rides

- Playland is going to be providing the rides

g) Games

- Cheryl G. will reach out to TCC

h) Arts & Crafts

- Pumpkin painting (Cheryl G. will reach out to Jen Naigle at Krochmal Farm)
- Bracelet making, face painting

i) Volunteers

- Contact Paige Impink, Denise Frost, Teresa Nugent & Susan Boucher
- School department
- Churches (CCD)

j) Parking Attendants

- Mike Earley will supply

k) Tenting/Staging

- Mike Earley

l) Parking at TSH

- Chief Briggs at TSH approved the use of state property for parking

m) Cornhole Tournament

- Contact Mr. Spinelli (Cheryl G.)

III. Other business

- “Movies Under the Stars” will either be August 4th or 5th. Waiting confirmation.
- TPEC will meet before the BOS at their August 16th meeting.
- Moira G. & Cheryl G. will meet with police and fire officials

IV. Meeting Minutes Approval

Upcoming Meeting Schedule

Next meeting: TBD

Time: TBD

Place: TBD

Meeting adjourned @ 7:50 PM

List of Documents and Other Exhibits used at Meeting:

None

Documents and Other Exhibits used at meeting will be available for review at:

(Office)